OPNAVINST 2201.4
N2N6
6 Feb 2019

OPNAV INSTRUCTION 2201.4

From: Chief of Naval Operations

Subj: COMMUNICATIONS SECURITY EQUIPMENT MAINTENANCE AND
       TRAINING

Ref: (a) DoD Instruction 8523.01 of 22 April 2008
       (b) OPNAVINST 1500.76C
       (c) EKMS 5 (Cryptographic Equipment Information/Guidance
           Manual of 23 March 2007) (NOTAL)
       (d) OPNAVINST 2221.5D
       (e) EKMS 1B AMD 7 (CMS Policy and Procedures for Navy
           Electronic Key Management System Tiers 2 & 3,
           Of 1 January 2013) (NOTAL)

1. Purpose

    a. To implement reference (a) within the Department of the
Navy (DON).

    b. To provide direction to ensure that communications
security (COMSEC) equipment is installed, maintained, and
repaired by fully qualified personnel under criteria contained
in reference (b).

    c. To comply with reference (c) in the Navy training
planning process in support of new developments and the
preparation of training documentation.

    d. To meet Chief of Naval Operations (CNO)'s age
requirement for Office of the Chief of Naval Operations (OPNAV)
instructions by updating effective date, version, and signature
authority to meet CNO's age requirement for OPNAV instructions,
in addition to updated references and small administrative
corrections.

2. Cancellation. OPNAVINST 2221.3D.

3. Applicability and Scope

    a. This instruction applies to all COMSEC equipment (cryptographic and crypto ancillary). COMSEC equipment can mean either stand-alone equipment or equipment incorporating embedded COMSEC functions, and encompasses telecommunications security and nomenclature equipment including that equipment designated as "controlled cryptographic item." Reference (c) applies.

    b. This instruction applies to all levels of DON commands and activities involved in the installation and maintenance of COMSEC equipment and must be maintained as a mission essential directive. All DON military and civilian personnel involved in the installation and maintenance of COMSEC equipment must be trained per this instruction. Contractor personnel approved under reference (d) are also governed by the training criteria contained herein.

4. Policy

    a. Applicability. Installation, maintenance, and repair of COMSEC equipment must be per the criteria stated herein and must conform to all applicable crypto security rules, regulations, procedures, and instructions currently in effect.

    b. Embedded COMSEC. Installation, maintenance, and repair of equipment employing embedded COMSEC are handled on a case-by-case basis and should be governed by the policy established for the host equipment as determined by program of record, Naval COMSEC Material System, and Navy inventory control point procedures.

    c. Schools. Formal schools operated by the Military Departments, Department of Defense (DoD) agencies, or other Federal agencies will continue to be the primary sources of training in installation, maintenance, and repair of COMSEC equipment. Other schools or courses of instruction may be established under the management control of fleet training commands, or others as appropriate, provided that schools or courses of instruction conform to the criteria stated herein.

    d. Aircraft COMSEC Certification Maintenance Instruction Manual. An aircraft COMSEC certification maintenance instruction manual must be approved by a Commander, Naval Air

Systems Command (COMNAVAIRSYSCOM) certified tempest technical authority. The instruction manual is used to certify a specific type, model, or series aircraft. If no COMSEC certification maintenance instruction manual exists for a specific type, model, or series aircraft, an alternate COMSEC certification plan will be established by a certified tempest technical authority.

    e. Personnel Qualification Requirements. Only qualified personnel who are graduates of an approved course of instruction for either unlimited or limited maintenance of a specific type of COMSEC equipment, or associated crypto ancillary equipment, are permitted to maintain or repair such equipment, or in the case of embedded devices, those portions of equipment or systems containing COMSEC functions as defined in supporting technical documentation, or as outlined in subparagraph 4b. All personnel involved in the repair and system check-out or certification of COMSEC equipment require COMSEC awareness training as specified in reference (a).

    f. Aircraft Organizational Level Maintenance

    (1) Avionics. In order to perform aircraft certification, the avionics technician must be certified at the command level and be a graduate of a Military Department approved course of instruction for a specific type, model, or series aircraft to include wire and connector repair. Other forms of instruction may be established by DoD agencies, such as COMANAVAIRSYSCOM, provided the instruction is for the specific type, model, or series aircraft. A non-certified technician is authorized to perform wire and connector repair maintenance following applicable maintenance instruction manuals.

    (2) Aircraft Squadrons and Units. Initial COMSEC equipment installations may be accomplished by aircraft manufacturers, contractors, rework facilities, or installation teams; however, the installations must be certified by a graduate of a Military Department-approved course of instruction, to include wire and connector repair, or other forms of instruction established by DoD agencies for the specific type, model, or series aircraft and COMSEC installations. An approved COMSEC certification maintenance instruction manual must be used to certify a specific type, model, or series aircraft.

(3) <u>Non-maintenance Action</u>. If no COMSEC maintenance action or external wiring change is involved, COMSEC equipment may be removed and installed by other than a certified maintenance technician.

(4) <u>External Wiring Action</u>. If external COMSEC wiring repair is involved, this action may be completed by other than a certified maintenance technician, followed by a partial COMSEC certification using an approved COMSEC certification maintenance instruction manual for the specific type, model, or series aircraft.

g. <u>Non-aircraft Maintenance</u>. Initial COMSEC equipment installations may be accomplished by installation teams, however, the installations must be certified by graduates of an approved course of instruction for either unlimited or limited maintenance of specific COMSEC equipment, or associated crypto ancillary equipment, unless specifically exempted by logistic support documentation. If no COMSEC maintenance action or external wiring change is involved, COMSEC may be removed and installed by other than a certified maintenance technician.

h. <u>Proficiency and Certification</u>. Proficiency and certification of trained personnel should be determined per references (a) and (b). Certification to perform maintenance on certain crypto ancillaries can be granted to persons by on-the-job training provided these persons are presently certified to maintain the equipment associated with the ancillaries.

i. <u>Navy Training System Plan Requirements</u>. Navy training system plan (NTSP) for the primary communications system(s), should address the COMSEC aspects of the system. A complete and separate NTSP should be prepared following reference (b) for major stand-alone COMSEC systems and equipment. For COMSEC equipment that is part of a larger system(s), only an abbreviated NTSP need be prepared to identify the various system applications and provide identification of the system's COMSEC. If an NTSP is not required, COMSEC installation requirements should be addressed in other Navy technical documentation in support of the equipment, i.e., integrated logistics support plan, operational logistics support summary, and joint logistics support plan. Within the DON, the maintenance of COMSEC equipment peculiar to the U.S. Marine Corps will be addressed by Marine Corps integrated logistics support plans and the manpower

and training plans will reference this instruction and address the installation and maintenance certification requirements for COMSEC and crypto ancillary equipment as appropriate. In all cases, maintenance personnel in support of systems employing COMSEC functions or equipment with embedded COMSEC devices, must be trained to a level commensurate with their involvement with the equipment or systems.

5. Action

    a. All commands authorized any COMSEC equipment for operational employment must ensure compliance with the criteria of this instruction for installation, maintenance, or repair functions with respect to such equipment. Immediate superiors in command or immediate unit commanders will ensure examination of maintenance training records during inspections.

    b. Space and Naval Warfare Systems Command and associated program offices will ensure that the provisions of this instruction are incorporated in the appropriate installation and training documentation. Commander, Naval Information Forces (COMNAVIFOR) and Commander, Naval Education and Training Command will provide oversight and coordination as required.

    c. COMNAVIFOR through Commanding Officer, Naval COMSEC Material Systems, will ensure compliance as outlined in references (d) and (e).
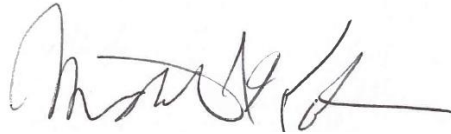
6. Records Management

    a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager or the DON/AA DRMD program office.

7. <u>Review and Effective Date</u>. Per OPNAVINST 5215.17A, Director, Assured Command and Control (OPNAV N2N6F1) will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

M. J. KOHLER
Deputy Chief of Naval Operations
for Information Warfare

Releasability and distribution:
This instruction is cleared for public release and is available electronically only via Department of the Navy Issuances Web site, https://www.secnav.navy.mil/doni/default.aspx